Create VASA Account - Student Applicant

Basic Flow

1. Go to the Student Experience portal at https://schev.edu/index/tuition-aid/vasa/
2. Click the "File the VASA Application" button
3. On the next screen, click on "Sign Up" to create an account

4. Review the eligibility criteria and answer appropriately.
   a. 'Yes' will direct the applicant to complete a FAFSA
   b. 'No' will allow the applicant to continue with account creation

5. Click Continue

6. Complete Registration Step 1: Account Creation

Registration Step 1 of 3: Account Creation

Sign Up

Please fill out the form below to create your account.

All the information you provide is confidential. Once you complete the information, your account will be created and you will be able to access the Student Experience Portal.

Email

[ ]

ⓘ Please ensure that this is a valid, permanent email address that you check regularly.

Confirm Email

[ ]

Password

[ ]

ⓘ New passwords must be at least 14 characters and meet the following:
- 1 upper case (A-Z) characters
- 1 lower case (a-z) characters
- 1 numeric characters (0-9)
- 1 special characters (e.g. !@#$%^&*)
- Not exceed 2 sequential numbers (e.g. 12, 456, 789)
- Not exceed 2 repeating characters numbers (e.g. AA, bb, 77, &&)
- Do not include common words or names.

Confirm Password

[ ]

Please show you are not a robot

[ ] I'm not a robot

CANCEL   CONTINUE

7. Click Continue
8. Complete Registration Step 2: Email Authentication

Registration Step 2 of 3: Email Authentication

Please validate your email

We sent you a confirmation email with a link to activate your account.

Access your email account and click on the link provided in the confirmation email.

Click here to send a new confirmation email to [redacted]

    a. Applicant logs into the email address used for account creation to validate.
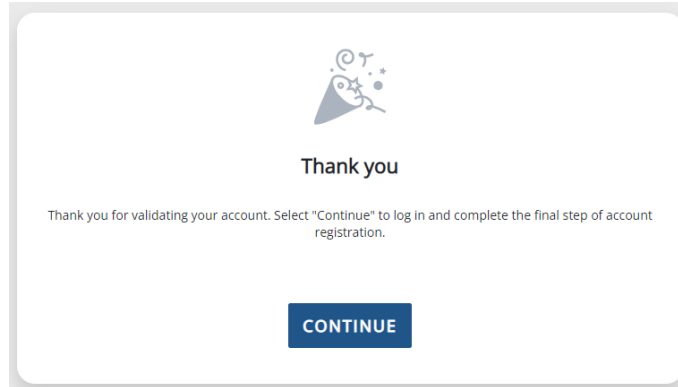
9. Login into the Student Experience portal with the email and password used in Step 1

10. Complete Registration Step 3: Student Account Validation questions

Financial Aid Account

Please complete the following registration form.

First Name

> If you have a Social Security, DACA, or ITIN Card, your first/last name should match that document. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).

Last Name

> If you have a Social Security, DACA, or ITIN Card, your first/last name should match that document. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).

Social Security, DACA, or ITIN Number

> Provide the exact number listed on your Social Security, DACA, or ITIN Card excluding the dashes. Please use the format 123456789. If you do not have a Social Security, DACA, or ITIN Number, leave blank.

Confirm Social Security, DACA, or ITIN Number

> Reenter your Social Security, DACA, or ITIN Number entered above.

Date of Birth (mm/dd/yyyy):

> Please enter a valid date of birth (MM/DD/YYYY).

Institution Issued Student Identification Number

> Indicate the ID number issued by the institution you plan to attend, otherwise leave blank.
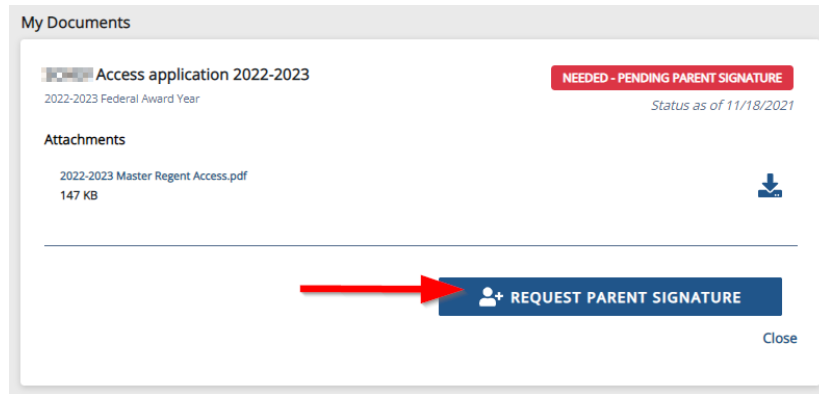
LOGOUT   DONE

Post-condition

- Applicant has successfully created an account.

5.1 Create Your VASA Account – Applicant's Parent

Basic Flow

1. Applicant logs into the Student Experience portal
2. Applicant clicks 'Request Parent Signature' on the Regent Access

3. Applicant selects the parent and enters that parent's email address to which the invitation will be sent
4. Applicant clicks SEND INVITATION

    a. NOTE: Parent is required to create an account to access and e-sign the application

5. Parent receives an email invitation to create an account
6. Parent clicks Create an Account link in the email

Dear ███████ ████,

███████ ████ has requested your signature on the ███████ Access application 2022-2023.

Log In To Your Account

You can log into the application website by clicking on the link below.

███████████████████████████████████
███████████████████████████

Enter your email address and password to sign the form.

Note: If you are unable to remember your password, please click the 'Reset your Password' option on the login page.

Create an Account

If you need to create an account, please click on the website link below and you will be prompted to create your account.

███████████████████████████████████
███████████████████████████

Please note that if you do not take any action, this link will expire in 72 hours hours.

If you have any questions about your account or the signature process, please contact the ███████ ███████████████████ or temp.

Sincerely,
████

7. Parent completes Registration Step 1: Account Creation

Registration Step 1 of 3: Account Creation

Sign Up

Please fill out the form below to create your account.

All the information you provide will be kept in strictest confidence. Once you complete setting up your account, you will gain access to the Student Portal.

Email

afischer.regent+2@gmail.com

ℹ Please ensure that this is a valid, permanent email address that you check regularly.

Confirm Email

afischer.regent+2@gmail.com

Password

ℹ New passwords must be at least 14 characters and meet the following:
- 1 upper case (A-Z) characters
- 1 lower case (a-z) characters
- 1 numeric characters (0-9)
- 1 special characters (e.g. !@#$%^&*)
- Not exceed 2 sequential numbers (e.g. 12, 456, 789)
- Not exceed 2 repeating characters numbers (e.g. AA, bb, 77, &&)
- Do not include common words or names.

Confirm Password

Please show you are not a robot

☐ I'm not a robot   reCAPTCHA
                     Privacy - Terms

CANCEL   CONTINUE

8. Parent clicks Continue

9. Parent completes Registration Step 2: Email Authentication

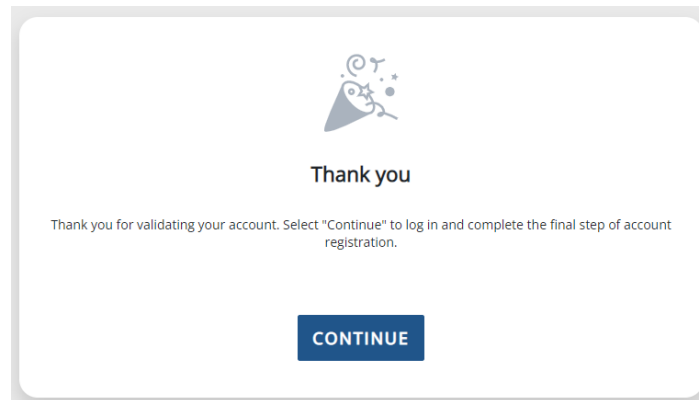**Registration Step 2 of 3: Email Authentication**

Please validate your email

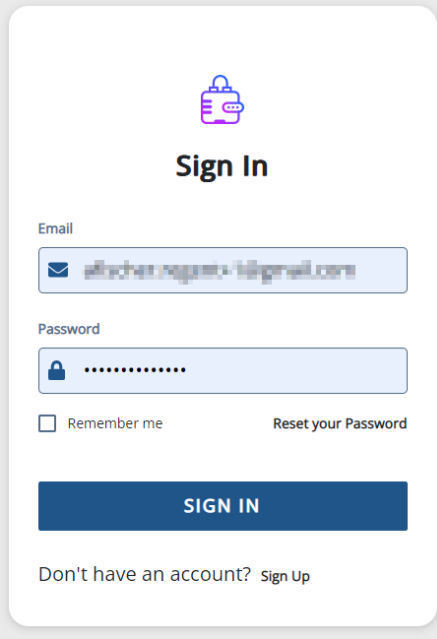We sent you a confirmation email with a link to activate your account.

Access your email account and click on the link provided in the confirmation email.

Click here to send a new confirmation email to ████████████

10. Parent logs into the email address used for account creation to validate.

Thank you

Thank you for validating your account. Select "Continue" to log in and complete the final step of account registration.

CONTINUE

11. Parent logs into the Student Experience portal with the email and password used for account creation

Sign In

Email

████████████

Password

████████████

☐ Remember me   Reset your Password

SIGN IN

Don't have an account? Sign Up

12. Parent completes Registration Step 3: Parent Account Validation

Registration Step 3 of 3: Parent Account Validation

Financial Aid Account

Please complete the following registration form using your name as it is listed in the email invitation you received.

First Name

Last Name

Last 4 digits of your SSN

Date of Birth (mm/dd/yyyy):

LOGOUT   **DONE**

13. Parent clicks Done and is taken to the Student Experience portal home page

Filter By: Select...   ▾   Status: ☑ ● Needed (1) ☐ ● Received (0) ☐ ● Satisfied (0) ☐ ● Unsatisfied (0)   Show All Documents

📖 **Documents**

My Documents

Access application 2022-2023   **NEEDED - PENDING PARENT SIGNATURE**

2022-2023 Federal Award Year   Status as of 11/18/2021

🔍 Review and Update

Post-condition

- Parent has successfully created an account and can log into the Student Experience portal